Tennessee Tech University

Instructions for TransferMate

Step 1: Visit the Tennessee Tech Website Homepage

- Go to the Tennessee Tech homepage.
- Website: https://www.tntech.edu

Step 2: Open Tech Express

- Move your cursor to the Express tab in the top-right corner.
- Select "Tech Express" from the menu.

Step 3: Log in to Tech Express

- Log in using your Username and Password.
- Your username is the first portion of your student email (example: jasmith42).
- After logging in, complete authentication using your Mobile Authenticator App.

Step 4: Open Eagle Pay

- After authentication, locate the QuickLinks toolbar.
- Select the "Eagle Pay" icon.

Step 5: Make a Payment

- Click the "Make a Payment" option from the Eagle Pay menu.

Step 6: Choose Payment Type

- Choose one of the following payment options:
- • Pay current account balance
- • Pay amount due
- • Pay by term or line item
- After making your selection, click CONTINUE.

Step 7: Select Payment Method

- Locate the drop-down menu labeled "Method."
- Select "TransferMate INTL" from the list.
- Click CONTINUE.

Step 8: Complete Payment

- Follow the on-screen prompts.
- Enter all required information to confirm and complete your TransferMate payment.

Contact Information

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